

# Corporate Governance Compliance Checklist for Management Consultants

## General Company Information

Company Name	
Date	
Prepared by	

## Checklist

Requirement	Compliant (Y/N)	Remarks / Notes
1. Formal Board of Directors structure in place		
2. Clear roles & responsibilities for board members		
3. Regular board meetings held as per charter		
4. Existence of Board Committees (Audit, Risk, etc.)		
5. Code of conduct & ethics adopted		
6. Conflict of interest policy implemented		
7. Transparent reporting and disclosures		
8. Compliance with legal and regulatory requirements		
9. Comprehensive risk management systems in place		
10. Clear internal controls & audit processes		
11. Stakeholder engagement policies		
12. Ongoing board & management training		

## Supplementary Notes

- Attach relevant documents and policies as supporting evidence where necessary.
- Update the checklist on a recurring basis (at least annually).
- Use the remarks column for explanation or corrective actions if non-compliant.

**Disclaimer:** This is a sample template intended for internal reference by management consultants. It should be adapted to meet local regulatory requirements and specific company circumstances.